

STEVEN ANTEAU

MLIS Candidate | First-Generation College Graduate | International Educator | Masters of Education, Student Wellness

International educator with MLIS candidacy, computer science background, and 10+ years of classroom experience. Skilled in cataloging, digital resource management, data tracking, and bilingual collections. Seeking academic library role to support student research, media literacy, and equitable access.

INFORMATION

- **Phone:** 419 370 2234
 - **Email:** santesu@g.emporia.edu
 - **Location:** Toledo, Ohio
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EDUCATION

- **2027 (Anticipated)** — Emporia State University — Masters of Library Science
 - **2026** — Doral College — ESOL & Reading Endorsement
 - **2027 (Anticipated)** — University of the People — Bachelor of Arts in Computer Science
 - **2026** — University of the People — Associates of Computer Science
 - **2024** — American College of Education — Masters of Education | Health and Wellness
 - **2018** — Patten University — Bachelor of Arts | Management and Entrepreneurship
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CERTIFICATIONS & LICENSES

- **2025** — The Nat. College — AI and Pastoral Care — AI & Online Safety — Pastoral & Wellbeing Interventions
- **2025** — Times Higher Edu. — Counsellor Accreditation Programme
- **2024** — Int. Baccalaureate — IB DP Counseling — Cat 1
- **2021** — Florida DOE — U.S. Teaching License | English, Grades 6-12
- **2019** — Int. Baccalaureate — IB PYP Cat 1: Making the PYP Happen
- **2014** — Int. TEFL Academy — TEFL Certificate (A2 Standard)

- **2014** — INTESOL Worldwide — TESOL Level 4 Certificate
 - **2025** — SPGS / Fund — AI Fundamentals for K-12 Teachers Certificate
 - **2025** — TES — Safeguarding, SEND Inclusion & Child Protection for International Schools (CPD series)
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WORK EXPERIENCE

St. Paul Girls' School International (China)

January 2025 — Present

Middle School EAL/Reading Program Leader & Library Assistant

- Develop and sustain a reading program for bilingual learners, managing cataloging, classification, and inventory for leveled readers, audiobooks, and multilingual collections
- Provide one-on-one reference and research support: help students analyze assignments, navigate catalog systems (Accessit), and develop effective search strategies
- Create digital library guides (LibGuides-style) for EAL learners, curating databases, audiobooks, and leveled resources
- Train and supervise a student library ambassador program, delegating tasks and building peer-to-peer research advocacy
- Use Python and spreadsheets to build data tracking tools for circulation metrics and reading progress

Ying Ya St. Peter's International School (China)

May 2023 — January 2025

Dean of Students Middle School, Pastoral Coordinator

- Coordinate academic, counseling, boarding, and family services for 150+ students – align policies, document interventions, protect confidentiality
- Teach weekly PSHE curriculum on digital safety, emotional health, and decision making
- Lead schoolwide house system to develop student leadership and cross-grade collaboration
- Train faculty on differentiated instruction and student safeguarding

Ecole International French-Japanese School (Japan)

November 2021 — April 2023

Deputy Director, Head of Literature Department

- Design and deliver grades 6-8 ELA/literature curriculum (IB frameworks); maintain unit archives and assessment records
- Lead schoolwide safeguarding policy implementation and training documentation
- Oversee administrative records: budgets, recruitment files, vendor contracts

Platinum Kids / E-Place (Japan)

2020 — 2021

AP Curriculum Tutor and Academic Coach (ELA and Humanities)

- Create individualized learning plans for 40+ students; document progress, goals, and outcomes
- Curate AP resource library (texts, prompts, rubrics) for repeat use

Qingdao Chaoyin International School (China)

May 2018 — July 2020

IB Homeroom Teacher (Grades 3-4) & Reading Program Lead

- Direct schoolwide reading program for 90+ students (Grades 1-6); curate leveled texts, manage checkout systems, document progress
- Preserve IB unit archives: lesson plans, rubrics, student work samples

Inner Mongolia University of Economics and Finance (China)

January 2015 — December 2017

Professor of Foreign Languages Faculty

- Organize course materials for English reading, writing, listening, speaking – maintain syllabi, assignments, exam archives
- Serve as Translation Proofreader for university documents; manage foreign recruitment files

St. Johns Jesuit High School (USA)

August 2012 — June 2014

Assistant ESL Teacher

- Document student language acquisition progress; maintain confidential records and writing lab resources

- Create and preserve middle school ELA curriculum (grades 6-8)

Oakdale Elementary School (USA)

August 2011 — June 2012

K-3 Deaf Classroom Assistant

- Support deaf/hard-of-hearing students (ages 3-6); maintain daily activity logs and progress notes
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HOBBIES AND SKILLS

- **Library & Archiving:** MLIS in progress; skilled in LibGuides, cataloging, classification, metadata, digital resource guides, and lost-media research with online communities
- **Lost Media & Digital Preservation:** Special interest in finding and preserving lost media through collaboration with online communities; enjoy the research, documentation, and collective problem-solving involved in digital preservation
- **Literature Review:** Avid participant in film and book discussions, encouraging critical thinking and cultural exploration; skilled at synthesizing sources and identifying themes across texts
- **Wellness & Mindfulness:** Practice and teach yoga; maintain a daily journaling habit to support self-reflection, emotional wellbeing, and stress management
- **Technology & AI:** Python, spreadsheets, fine-tuning language models (Hugging Face, OpenAI, DeepSeek); prompt engineering for education
- **Media Production:** Audio/video editing (Final Cut Pro, Logic Pro, iMovie, GarageBand)

REFERENCES

Available upon request